

Instructions for Future Use of EndNote FRC Database

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During this summer, I compiled a database of 440 references pertaining to the FRC using a citation program called EndNote X4. EndNote is an easy-to-use, smart citation program that has many unique features which helped me to collect data about 440 references with ease this summer, and which include some capabilities that, although I haven't utilized them yet, could further enhance the database if used in the future. Since an ongoing and updated database would optimally serve its purpose of increasing knowledge about topics relevant to the FRC project in order to allow for more thorough and efficient experimentation and study, this paper explains how to continue adding references to the original library compiled this summer, lists available options for further formatting the database to improve organization and accessibility, and explains how to take advantage of these options.

The EndNote library is simply a file labeled '.enl'. It can be treated like any other file. Most significantly, it can be saved anywhere on the computer (in Documents, Desktop, etc.), and it can be saved onto a flash drive and transported to another computer, where it can be opened and used as long as the computer has downloaded the EndNote program. Once it has been opened, the layout of the library is very simple. The main screen consists of a list of all the references in the library, with selected information displayed for each one. On the left is a window displaying all the groups of references existing in the library. Meanwhile, on the bottom is a pane where one can edit, search or preview the citation for a selected reference from the screen above.

The process of entering new citation information for a reference is simple. To manually type in the information in each field, simply click the 'new reference' icon at the top, and type corresponding information in the box beneath each field title, using the "tab" key to move from field to field. When entering lists of phrases such as for the "authors" or "keywords" field, hit "enter" between each phrase- this lets the program know that the phrases are separate. Manual entry is necessary if a reference cannot be found on an online database, such as if only a PDF or paper version of it exists. However, most references can be imported into the EndNote library from an online database. I often used ISI Web of Knowledge to download citation information. However, if the reference could not be found there, I also used other databases like Energy Citations Database, Physical Review Letters database, or simply typed the article title into the Google Scholar search bar and was guided to a database that had the reference. To download the citation from the online source to the EndNote library, look for an icon on the online source that says 'export' or 'download'. Then, make sure the export is formatted for EndNote (there is usually a menu where you can choose the format of the export), make sure the EndNote library to which you want to download is open, and simply click the download icon/link. The references contained in the current database include all articles on ISI that resulted from searches restricted by both author and topic; in which both "field-reversed configuration" is entered in the topic search bar and one of the following authors is entered in the author search bar: I. Jones, W. Huggins, M. Tuszewski, N. Christofilos, A. Hoffman, L. Steinhauer, A. Milroy, D. Barnes, J. Freidberg, and T. Huang. They also include the articles from the "Physics Papers" list sent to me by Professor Cohen, found at this link: <http://w3.pppl.gov/ppst/PhysicsPapers/>. To find additional online references, one could look for other authors on ISI, such as Guo, Linford, or Rej. Or, a search, independent of author, of all articles related to

the topic of “field-reversed configuration” could yield new relevant references. Also, since I only used the additional databases to search for specific articles from the “Physics Papers” list, a general search of prominent authors in the field of FRCs in online databases other than ISI may turn up additional references. Finally, the references listed at the end of Steinhauer’s recent piece called *Review of field-reversed configurations* are all relevant to this database and could be added if located. I have already imported the first 15 references from this article into the database.

Because different users will compile this database, a concern is that duplicate references, undetected, will be entered into the library in separate sessions by different users, causing inaccurate information about the make-up of the library to be projected by the program and taking up unnecessary space in the file. A solution to this concern is to periodically check for duplicate references using the “Find Duplicates” function in EndNote. To perform this function, go to the “References” drop-down menu at the top of the screen and click “Find Duplicates”. This function will locate all the duplicates in the database and present them in a separate window, giving the user the option to delete either one of the two duplicates for each set of duplicates found.

In addition to expanding the size of the database by adding more references, the existing content and format of the library can be altered to improve the completeness, organization, and accessibility of the library. Since I was unable to standardize the format of many of the entries that were downloaded from an online source, an edit of the existing entries by either conforming the format to the standard or filling in missing fields would help to complete the library. In order to edit an entry, select it on the main library screen and then click the “Quick Edit” tab toward the bottom of the screen. Then simply type in a box under a given field to change or add to the data in that field. Save the changes to the library when you are done editing.

The organization of the library is significant because increased organization can render objects in the library easier to locate and thus more accessible. Both sorting the references by any field and grouping them can improve the organization of the library. Currently, the library is sorted alphabetically by the last name of the first author. To sort the library by any other field, simply open the “Tools” drop-down menu at the top of the screen, click “Sort Library”, and then select the field by which you want to sort the references from the first drop down menu. The fields selected in each of the following drop-down menus correspond to the order of fields by which the references will be sorted within the initial field that you selected. For example, if the field selected in the first menu is “Author”, in the second menu is “Year”, and in the third menu is “Title”, the references in the library will be sorted alphabetically by author. However, within this order, references with the same author will be sorted chronologically by year. Consequently, articles with the same author and year will be sorted alphabetically by title. A field does not need to be selected for each available drop-down menu; one need only select as many sorting fields as they want. Finally, to toggle between regular and reversed-order for any field, click the icon next to the corresponding drop-down menu. Another method of organizing the database is to group references with corresponding aspects. To create a group of references, open the “Groups” drop-down menu at the top of the screen, and select “Create Group”. A tab for an untitled group will then appear under the “My Groups” heading in the middle of the left panel on the main library screen. Type in a name for the group, and then add references to the group either by dragging and dropping directly from the library, or selecting the reference you want to add, opening the “Groups” drop-down menu,

selecting “Add References to...”, and then selecting the name of the group to which you want to add the reference.